

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO PLANNING & DEVELOPMENT COMMITTEE

Agenda Item No. 7

meeting date: THURSDAY 3rd OCTOBER 2019
title: LOCAL DEVELOPMENT SCHEME UPDATE
submitted by: DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING
principal author: DIANE NEVILLE- SENIOR PLANNING OFFICER

1 PURPOSE

1.1 To inform Members of the updated Local Development Scheme (LDS) which sets out the anticipated timeframe for the Local Plan review.

1.2 Relevance to the Council's ambitions and priorities

- Community Objectives – The Local Development Scheme is fundamental to the delivery of planning policy, primarily via the Local Plan and will help in protecting and enhancing environmental quality. Planning policies will help deliver the Council's ambitions relating to the supply of affordable homes in the area, and economic growth.
- Corporate Priorities - The LDS will provide a management tool for resource planning and will aid performance and consistency. The scheme will help deliver community involvement. As the management tool for planning policy preparation, it provides a basis by which to identify how, in particular, issues relating to the objectives of a sustainable economy, thriving market towns and housing will be addressed through the Local Plan.
- Other Considerations – The Council has a duty to prepare and keep up to date a Local Development Scheme and spatial policy through the Development Plan for the Borough.

2 BACKGROUND

LOCAL DEVELOPMENT SCHEME (LDS)

2.1 The Local Development Scheme (LDS) is a statutory document that the Council has to have in place. It is a public statement of the programme that the Council intend to take forward to deliver the Local Plan for the area. A copy of the proposed LDS is attached at Appendix 1.

2.2 The Core Strategy was formally adopted in December 2014 and since this time work has been focusing on the Housing and Economic Development- Development Plan Document (HED DPD). The Inspector's final report was received in September 2019 and the HED DPD is due to be considered for adoption in October/ November 2019.

2.3 Once the adoption process of the HED DPD has taken place, the Local Development Framework (LDF) will be complete and the Council will move towards a review of the Local Plan documents (as discussed below in more detail). The timetable set out in the

LDS therefore reflects the work necessary on the Local Development Documents to undertake this review. The established Development Plan Working Group (DPWG) will continue to have an important role in both reviewing the issues arising but also the approach to be taken to progress the review of the Local Plan.

LOCAL PLAN REVIEW

- 2.4 The Core Strategy commits the Council to a review of the Plan in or before 2019. There is also a legal requirement for all local plans to be reviewed at least every five years. The review incorporates the Core Strategy, HED DPD and additional policy information as appropriate. The review will identify which parts of the Local Plan will need to be updated to align with national policy and the review will be completed by December 2019. The review will identify which parts of the Council's evidence base will need to be updated in order to ensure that the policies included within the updated Plan are sound.

3 LOCAL PLAN UPDATE

- 3.1 Following the completion of the Local Plan review work will commence on the production of the necessary evidence base documents to support the new Local Plan. This evidence base will be produced via a mixture of outsourcing the work to consultants (which will have associated cost implications) and in-house work.
- 3.2 A considerable amount of preliminary work has already begun and one evidence base document is already in production (the Strategic Housing and Economic Needs Assessment (SHENA)). This piece of work is necessary to ensure that the Authority has an up to date housing need position before the Core Strategy is more than five years old, this is in accordance with the National Planning Policy Framework.
- 3.3 To ensure that the Local Plan Update remains on track, it is intended that the Issues and Options stage of the Local Plan will be produced by September 2020.
- 3.4 The timetable for the production of the Local Plan is set out in the LDS at appendix 1 of this report.

4 RISK ASSESSMENT

- 4.1 The approval of this report may have the following implications:
- Resources – There is a significant cost implication involved in the production of the Local Plan, which will be the subject of further reports to Committee.
 - Technical, Environmental and Legal – The Local Development Scheme is a statutory requirement of the Development Plan process. Up to date, timely and relevant planning policies are important in maintaining and improving the environment of the borough.
 - Political – There are no direct political implications, however, the LDS does establish a programme of priority for policy work.

- Reputation – The Council’s decision on how to proceed could affect its reputation for example if the LDS is not kept up to date, the Council will not meet the requirements of legislation.
- Equality & Diversity – No issues identified.

5 RECOMMENDED THAT COMMITTEE

- 5.1 Authorise the Director of Economic Development and Planning to publish the Local Development Scheme and progress work on the Local Plan update in consultation with the Development Plan Working Group



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BACKGROUND PAPERS

1. Ribble Valley Borough Council Local Development Scheme – October 2019.

For further information please ask for Diane Neville, extension 3200.

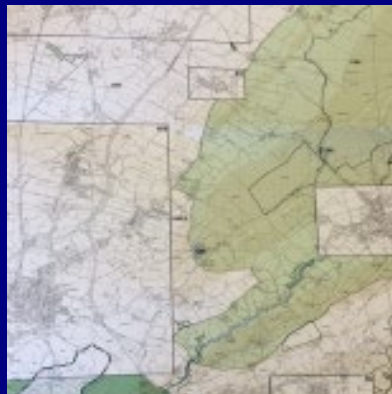


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Borough Council

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Local Development Scheme

October 2019



RibbleValley
Local Development Framework

2019

Ribble Valley Borough Council

Local Development Scheme

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Introduction: The current Development Plan for Ribble Valley

The Local Development Framework (LDF) replaces the previously adopted Districtwide Local Plan (DWLP) and provides the basis for planning decisions in the Ribble Valley and sets the pattern for development and investment over the coming years.

The Ribble Valley Borough Council Local Development Framework (LDF) comprises the following:

- Core Strategy 2008-2028 A Local Plan for Ribble Valley
- Ribble Valley Proposal's Map
- Housing and Economic Development – Development Plan Document
- Longridge Neighbourhood Plan, 2028

Other Development Framework Documents:

- Statement of Community Involvement
- Authority Monitoring Reports
- Local Development Scheme (this document)

Now that the LDF is complete, the Council is moving from the LDF to a Local Plan. The process for developing this will involve a review of which documents will comprise the Local Plan itself and which evidence base documents will be required to underpin the details contained within the plan.

This document is the Local Development Scheme (LDS) and is intended to set out the approach and timetable of policy preparation. It is required under Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011). This relates not just to the Plan documents, but also factors in the evidence base documents. The LDS is reviewed on an annual basis and is used to monitor the Council's progress in terms of meeting key milestones and highlighting where document production might be slipping (if applicable).

This Local Development Scheme is key to the Local Plan review and is intended to guide the production of development plans within the Ribble Valley. It is a very important document because our Local Plan will help to guide and shape the pattern of development within the borough. It will form a spatial strategy for the area and will help to deliver community objectives and establish sustainable communities.

This Local Development Scheme is intended to cover a 3 year the period up to the end of October 2022. The schedule explains how, and when, the Council intends to complete its Local Plan review.

In preparing this document the Council has considered:

- What the likely content and structure of the proposed document is likely to be;
- The evidence base needed to ensure that the policies are sound; and
- Whether the Local Plan or any evidence base documents are likely to be prepared jointly with one or more authorities.

The Council's Authority Monitoring Report provides a formal mechanism to monitor progress and the need to update either the timetable or policy coverage. This process will continue as we move towards the Local Plan review.

Schedule of Proposed Documents

Our review of the Local Plan will provide planning policy coverage comprising:

- The Local Plan
- The adopted Proposal's Map (adopted as part of the LDF)
- Statement of Community Involvement
- Authority Monitoring Report
- Infrastructure Delivery Schedule

The Schedule at Appendix 2 outlines the status and explains the purpose and key dates in the Plan's production.

Overall Programme

The overall programme is illustrated in the GANNT chart at Appendix 2 and shows the intended programme of work. The programme is intentionally ambitious as the Council is keen to follow the completion of the LDF with the Local Plan review to ensure up to date policy coverage for the borough continues. The Council will keep the timetable and need for resources under review to enable it to meet its ambition.

Profiles of each document.

The following tables outline the format that we propose for each of our Development Documents. They are aimed at providing an overview of what is proposed. The schedule at Appendix 2 provides information on key milestones.

Document Profile : LDF: Housing & Economic Development DPD (HED DPD)	
Document details	<ul style="list-style-type: none"> • Title: HED DPD • Role and Purpose: This will provide the housing and economic development land allocations, setting out where new development will be focused in line with the Core Strategy Development Strategy. • Geographic Coverage: The HED DPD will apply to the whole borough. • Status: The HED DPD will be a Local Development Document. • Chain of Conformity: The HED DPD is part of the LDF, the daughter document of the adopted Core Strategy, which is the overarching strategic policy document for the Ribble Valley.
Timetable	<ul style="list-style-type: none"> • Evidence Production: April 2016- August 2016 • Issues & Options Stage: August 2016 • Publication Stage: April 2017 • Submission Stage: July 2017 • Examination in Public (Hearing sessions): November 2018 and January 2019 • Inspector's Report: September 2019 • Adoption: October/ November 2019.
Arrangements for production	<ul style="list-style-type: none"> • Lead Department: Economic Development & Planning Department. • Management arrangements: The project will be led by the Borough Council's Planning and Development Committee. • Resources required to complete the document: The main resource will be the Council's Regeneration and Housing section. • Approach to involving stakeholders and the community: We will work with the community as much as possible consulting in accordance with the regulations and the adopted SCI. Linkages with the Parish and Town Councils will be enhanced. Close liaison will be maintained with Strategic Partners and various Town/Village action groups that have been established, as well as neighbouring authorities and relevant consultation bodies and agencies.

Document Profile : Local Plan

<p>Document details</p>	<ul style="list-style-type: none"> • Title: Local Plan • Role and Purpose: This will provide the strategic overview for the borough and set out the key policy designations, statements and Development Management policies. • Geographic Coverage: The Local Plan will apply to the whole borough. • Status: Local Plan will be a Local Development Document. • Chain of Conformity: The Local Plan is the overarching strategic policy document for the Ribble Valley.
<p>Timetable</p>	<p>The Local Plan will be published in draft by February 2021</p> <ul style="list-style-type: none"> • Evidence Production: September 2019- July 2020 • Issues & Options Stage: September 2020 • Publication Stage: February 2021 • Submission Stage: May 2021 • Examination in Public: June 2021 • Inspector’s Report: February 2022 • Adoption: March 2022
<p>Arrangements for production</p>	<ul style="list-style-type: none"> • Lead Department: Economic Development & Planning Department. • Management arrangements: The project will be led by the Borough Council’s Planning and Development Committee. • Resources required to complete the document: The main resource will be the Council’s Regeneration and Housing section. • Approach to involving stakeholders and the community: We will work with the community as much as possible consulting in accordance with the regulations and the adopted SCI. Linkages with the Parish and Town Councils will be enhanced. Close liaison will be maintained with Strategic Partners and various Town/Village action groups that have been established, as well as neighbouring authorities and relevant consultation bodies and agencies.

Document Profile: SCI

<p>Document details</p>	<ul style="list-style-type: none"> • Title: Statement of Community Involvement (SCI) • Role and Purpose: To set out how all section of the community have had the opportunity to participate in the planning of the borough. This ranges from private individuals, through to interest groups and specific consultees as well as hard to reach groups. • Geographic Coverage: Borough-Wide. • Status: This will be a Development Planning Document. • Chain of Conformity: It will conform to the Local Plan and existing partnerships.
<p>Timetable</p>	<p>The updated SCI will be published by June 2020.</p>
<p>Arrangements for production</p>	<ul style="list-style-type: none"> • Lead Department: Economic Development & Planning Department. • Management arrangements: The Borough Council's Planning and Development Committee will lead the project. • Resources required to complete the document: The main resource will be the Council's Regeneration and Housing section. • Approach to involving stakeholders and the community: We will work with the community as much as possible consulting in accord with the regulations and the adopted SCI. Linkages with the Parish and Town Councils will be enhanced. •

Document Profile: AMR

Document details	<ul style="list-style-type: none">• Title: Authority Monitoring Report• Role and Purpose: This will provide the monitoring overview for the borough, ensuring the Development Strategy, key policy designations and Development Management policies are operating adequately.• Geographic Coverage: The AMR considers aspects concerning the whole borough.• Status: Annual document produced by the Authority.• Chain of Conformity: The AMR is the overarching strategic policy planning monitoring document for the Ribble Valley and feeds into the evidence base.
Timetable	<ul style="list-style-type: none">• The AMR is produced annually. The most recent AMR was published in September 2017, with another due for publication in October 2019 (and includes information from the period 2017-2018).
Arrangements for production	<p>Lead Department: Economic Development & Planning Department.</p> <p>Management arrangements: The project will be led by the Borough Council's Planning and Development Committee. The AMR has proven in recent years to require increasing levels of resource input.</p> <ul style="list-style-type: none">• Resources required to complete the document: The main resource will be the Council's Regeneration and Housing section.• Approach to involving stakeholders and the community: The AMR collates data into one document. It covers a range of topic areas proving useful information for a range of stakeholders and community members.

Document Profile: IDS	
Document details	<ul style="list-style-type: none"> • Title: Infrastructure Delivery Plan • Role and Purpose: This will provide the detail of the infrastructure requirements needed to deliver the aspirations of the Local Plan. It sets out how key stakeholders and partners will be involved in this delivery and the role that they will play as well as the Council. • Geographic Coverage: The IDS will apply to the whole borough. • Status: IDS is a key requirement of the Local Plan delivery • Chain of Conformity: The IDS is integral to the production of the Local Plan and illustrating its implementation.
Timetable	<ul style="list-style-type: none"> • The IDS will be published in draft by January 2021, alongside the Local Plan.
Arrangements for production	<ul style="list-style-type: none"> • Lead Department: Economic Development & Planning Department. • Management arrangements: The project will be led by the Borough Council's Planning and Development Committee. • Resources required to complete the document: The main resource will be the Council's Regeneration and Housing section. • Approach to involving stakeholders and the community: We will work with the community as much as possible consulting in accordance with the regulations and the adopted SCI. Close liaison will be maintained with Strategic Partners, statutory consultees and relevant consultation bodies and agencies.

Neighbourhood Plans

Neighbourhood Plan area	Date Area Designated	Status
Bolton-by-Bowland and Gisburn Forest NP	May 2014	Submitted. Report from the Examiner received but NP subsequently withdrawn.
Longridge NP	September 2013	Supported at Referendum in Feb 2019. Plan 'made' 30 th April 2019.
Whalley NP	June 2015	No further progress since designation

Supporting Statement: Structure of the Local Plan.

The Council's Local Plan provides strategic policies aimed at guiding the spatial pattern and broad scale of development within the borough. It also provides, as part of its implementation mechanism, more detailed Development Management policies to help guide subsequent development plan documents and to inform decisions on planning applications.

As part of the Local Plan review it will be necessary to revisit and reassess the settlement strategy that was determined as part of the Core Strategy. In addition the overall housing requirement (as well as affordable housing) for the borough over the new plan period will be reassessed in addition to the level of employment land required. This will need to consider the new Standard Methodology Figure. Greenfield land release will also be a consideration in view of the very limited supply of previously developed land, however there will be a strong emphasis on environment protection and enhancement.

Evidence Base

Critical to the production of the Local Plan is the preparation of a clear and robust evidence base. Whilst Ribble Valley already holds an extensive evidence base, which was used in the production of the LDF, many of these documents need to be reassessed to ensure that the information contained within is up to date and remains relevant. Whilst the majority of the evidence base was produced in 2013, there are some documents which date back to 2008 and are therefore in need of a refresh to ensure that they are fit for purpose and reflect the most up to date position.

It is therefore proposed at this stage that a review of the following evidence base documents will be undertaken to determine which require updating:

- Borough wide housing requirement;
- Borough wide employment land requirement;
- Housing Land Availability (monitoring);
- Strategic Housing & Economic Needs Assessment;
- Strategic Housing and Employment Land Availability Assessment;
- Renewable energy;
- Public Open Space;
- Retail Base Data;
- Gypsy and Traveller Accommodation Assessment;
- Environmental baselines – e.g. SSSI's, Biological Heritage Sites, RIGS, Biodiversity, and quality of life indicators;
- Conservation Area Appraisals
- Local list of heritage assets (plus non-designated heritage assets);
- Flood Risk Assessment(s);
- Infrastructure Delivery Plan;
- Landscape Visual Impact Assessment (A59 Corridor)
- Leisure study
- Service Centre Health Checks
- Topic Paper on Greenbelt
- Topic Paper on Transport
- Topic Paper on Planning Obligations/ Community Infrastructure Levy (CIL)
- Viability study

The evidence base will be kept up to date as required and is likely to evolve as production of the Local Plan progresses and additional issues emerge. The evidence base will also form an important element of the Sustainability Appraisal process.

Sustainability Appraisal

Sustainability Appraisal incorporating Strategic Environmental Assessment to comply with regulations will be built into the detailed project plan. The Council recognises the benefits of commencing appraisal work in parallel with the preparation of the policy documents not least to ensure that the implications of policy options and choices are as fully understood as possible.

An extensive appraisal exists in relation to the Core Strategy and this will provide the basis for on-going SA in relation to the plan.

Resources

The Councils' Regeneration and Housing section deliver the core functions in relation to planning policy. It also includes strategic housing, regeneration and partnership working. The principle staff resource comprises an Assistant Planning Officer and a Senior Planning Officer together with the Head of Service as lead officer. Officers from Regeneration and Strategic Housing will also be working on the Local Plan.

Consultants will be engaged on specific projects where there is a lack of in house capacity. The section has a small operating budget provision to carry out its functions, however the Local Development Scheme will inform the Council's annual budget rounds and financial planning process.

Monitoring and Review

The Local Plan will be subject to an annual monitoring and review process. In addition to this we will also use the Council's Risk Management systems to ensure that this issue is fully taken into account and that our systems are capable of being altered to take account of changing contingencies.

Risk Assessment

In reviewing and preparing the Local Development Scheme it was found that the main areas of risk relate to:

- **Staff Turnover.** Staff resources are very limited, consequently any turnover of staff, given the normal operational time to recruit and replace will have an impact on the programme.
- **Competing Corporate Priorities.** This will remain an issue but Senior Officers and Members are aware of the need to ensure sound planning policies are put in place and are seeking to maintain progress on the development plan in the face of significant development pressures. Commitment to the process is explicit within the Council's expressed priorities.
- **Legal Challenge.** We will minimise this by aiming to ensure that the plan is "sound" and founded on a robust evidence base and well-audited stakeholder and community engagement systems.
- **Programme Slippage.** We will continue to monitor our programme. It is recognised that the programme is ambitious and that there are many factors which may impact on delivery.

- **Changing National Policy.** The Council will need to take account of any changes in policy or legislation. Any significant changes introduced through the publication of new national policy introduces the risk of existing work no longer being compliant and the need to amend the content of work progressed. Delays in progress may have an impact on other objectives for the Council. However at this stage of the process the impact can be more readily managed.

Monitoring and Review of this Document

The Borough Council will aim to keep this schedule up to date. Changing circumstances may lead to a position where priorities are altered. It is essential that we monitor progress so that any problems in delivering on the timescale set out in the document are identified and addressed at an early stage. An annual monitoring process will be undertaken and the Council will publish a formal report, however regular progress will be monitored through the Development Plan Working Group.

APPENDICES

Schedule 1 Summary Information and Timetable

Document Title	Brief Description	Chain of Conformity	Start	Adoption
Local Plan	Provides the overall strategic framework for the borough, covering all policy areas. The Local Plan also includes a set of Development Management policies that will be used in determining planning applications across the borough.	The Local Plan is the overall strategic planning policy document that all other planning document and policies need to conform to,	September 2020	February 2022

Document Title	Brief Description	Chain of Conformity	Start	Adoption
Housing & Economic Development DPD	The Housing and Economic Development-Development Plan Document (HED DPD) will provide the housing and economic development land allocations, setting out where new development will be focused in line with the Core Strategy Development Strategy.	The HED DPD is part of the LDF, the daughter document of the adopted Core Strategy, which is the overarching strategic policy document for the Ribble Valley.	August 2016	October/ November 2019.

Schedule 2 Supporting Management Tools

Document Title	Brief Description	Chain of Conformity	Start	Adoption
Statement of Community Involvement	Document setting out standards and approach to involving stakeholders and the community in the production of the LDF.	The statement builds upon existing partnerships.	Anticipated August 2019	Anticipated by June 2020
Authority Monitoring Report	The Authority Monitoring Report (AMR) measures the effectiveness and progress made in delivering the policies in the adopted Core Strategy and the Local Plan (as the review eventually replaces the Core Strategy)	The AMR links to all Local Development Documents.	Annually	Annually
Infrastructure Delivery Plan	Provides the detail of the infrastructure requirements needed to deliver the aspirations of the Local Plan.	It will conform to the Local Plan and existing partnerships.	August 2020	January 2022
Local Development Scheme	This document sets out the council's programme and timetable for preparing planning policy documents	The LDS is key in providing information and a timetable in relation to LDDs.	October 2017 (then annually)	October 2019

LDS Timetable

	2019					2020												2021												2022						
	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	
Development Documents & evidence base docs																																				
HED DPD																																				
Review of Local Plan 2019																																				

Key:

- Production of briefs & obtaining quotes
- Beginning of appointment of consultants
- Evidence production
- Pre-Publication consultation (Reg 18)
- Publication period (Consultation- Reg 19)
- Submission to Secretary of State (Reg 22)
- Examination
- Receipt (or anticipated) of Inspectors report
- Proposed Adoption